

**Minutes of the Plan Commission – Town of Spring Green**  
October 29, 2019 - Spring Green Town Hall, E4411 Kennedy Road, Spring Green, WI 53588

**Attendees:** Todd Deibert, and Jeff Maier

**1. Meeting called to order by lausly at 7:02 pm.**

**2. Roll call** Plan Commission members present: Fred lausly, Nate Robson, Michelle Thomas , Carla Carmody, David Mack; excused: none; absent: none

**3. lausly attested that proper public notice had been made.**

**4. Motion to approve minutes of the Oct 8, 2019 meeting** by Mack, seconded by Carmody. Motion carried.

**5. Motion approving agenda as posted** by Robson, seconded by Thomas. Motion carried.

**6. Public comment:** None.

**7. Updates & Communications:** None.

**8. Business Items:**

**a. Subdivision: Review of final plat, declaration of restrictions and developer's agreement for the Timber Run subdivision, located at the southeast corner of Kennedy Rd and Big Hollow Rd. Discussion and consideration of the Town Attorney recommendations.**

lausly explained that since the last meeting, he had been working on the Developer's Agreement and the Declaration of Restrictions Covenants and Easements, with the Town Attorney and Alternate Engineer, revising those items discussed at the Plans Commission meeting on October 8. He shared electronic copies of these documents as well as the Waiver Document for review prior to this meeting and handed out hard copies at this meeting. Mr. Deibert brought copies of the plat and the supporting documents. The Plans Commission, Mr. Maier, and Mr. Deibert then began a review and discussion of all these documents. lausly systematically facilitated this review paying careful attention to the notes from previous Plans Commission and Town Board notes ensuring all items were properly addressed. In this review, lausly explained how the \$283,000.00 escrow amount required in item B(b) of the developer's agreement was determined. Upon reviewing the scope of work for the entire Timber Run development, the Town Alternate Engineer determined the total cost of development to be \$324,000 for all three phases: \$110,000 for Phase 1, \$104,000 for Phase 2, and \$110,000 for Phase 3. Furthermore, he determined that the developer had already completed \$41,000 worth of work on Phase 1. Therefore, the escrow amount of \$283,000 is the \$324,000 project cost less \$41,000 which is sufficient to cover the cost of the remaining work. Mr. Maier explained that within a week he'll be entering into a contract with Alliant Energy for about another \$48,000 worth of

work required for this development. He asked that this be considered as we process the Developer's Agreement. Another item discussed was the revision of dates in section D(c) as the "Finish Grading" and "Turf Restoration" were sequenced before the "Gravel Placement" item but needed to be completed after with the dates of Aug 1, 2020 and Aug 30, 2020 respectively. Lastly, Mr. Maier asked lausly the process of obtaining the street signage specified in item C(b). As lausly had explained that this signage could be obtained easily through the Town and at a likely lower cost and better quality than on the open market, Mr. Maier asked if the Plans Commission would consider having the Town be responsible for purchase and installation of this signage. After more discussion, the Plans Commission expected this cost to be at or below \$300. After considerable more discussion on these and other issues pertaining to all these documents, motion recommending Town Board approval of:

- 1) the Waiver Document as printed
- 2) the Declaration of Restrictions, Covenants and Easements as printed
- 3) the Final Plat and supporting documents as printed
- 4) the Developer's Agreement as printed with the following changes:
  - a) Item B(b) be amended so the escrow amount be reduced from \$283,000.00 reflecting the amount of the Aliant Energy contract as long as the developer produces the contract and check at the next Town Board Meeting
  - b) Item C(b) be amended replacing the word "Developer" with "Town" for the cost and purchase and installation of all necessary street signs and have the last sentence deleted (referring to reducing the developer's escrow for this work)
  - c) Item D(c) be amended so that the "Gravel Placement" item appears after the "Rough Grading" item with these two items following the "Asphalt Pavement" item with these amended dates:

Finish Grading: August 1, 2020

Turf Restoration: August 30, 2020

made by Mack, seconded by Robson. Motion carried unanimously.

**9. Next Meeting Date:** November 12, 2019 at 7:00 pm

**10. Adjournment:** Motion to adjourn by Robson, seconded by Thomas at 8:25 pm. Motion carried.

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(Dave Mack, Secretary)

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(Fred lausly, Chairperson)